NEW ZEALAND LIBRARIES

Official Bulletin of the New Zealand Library Association

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ANOTHER AMBITION REALIZED.

A WELL-ATTENDED meeting of teachers from all parts of New Zealand was held on Tuesday, 9th May, in the Demonstration Hall, Electricity House, Cuba Street, Wellington, for the purpose of forming a Schools Section of the Association. The Hon. Secretary, Mr. Joseph Norrie, was in the chair and explained the purpose of the meeting. He indicated means by which the Association could help school librarians, gave an idea of certain projects which the Association had undertaken itself but without co-operation of educational authorities had been unable to complete, and gave those present some idea of the extent to which the work of the Association already impinged on school library work. It came as news to many of those present that there were already thirty-six schools members of the Association and nine teachers who had joined as representing their school.

MR. ALLEY.

Mr. Norrie introduced Mr. G. T. Alley, Officer-in-Charge of the Country Library Service, who spoke on the future of the supply of books to schools. Mr. Alley laid down the principle that the supply of books to children only or a supply of books to adults only was entirely useless—one reflected the other. In the main centres there was a path visible towards a solution—partnership between public libraries and educational authorities. The problem was how to arrange the sharing of responsibility and the financing of various co-operative schemes. Wellington and Auckland had done a good deal in showing the way, but only in showing the way, for in both places developments along these lines were hampered by the fact that the public libraries were not yet free.

There were in New Zealand occasional free junior services and occasional adult schemes which were free. In the country districts what schemes existed were only of a stop-gap nature because, as with library work generally in this country, people are perpetually driven back on to the subscription system of finance. However, the principle of co-operation between local authority and educational authority had been fairly clearly indicated by experience as a practicable path towards the light.

Mr. Alley quoted some of the standards of the American Library Association about school libraries: ten books per pupil, 25 feet of cubic space per pupil in the library, etc. Admittedly New Zealand standards were anything but comparable with these. He indicated how such standards were not unattainable in New Zealand, but expressed the opinion that they were attainable only through concerted effort. The work of a Schools Section should be for the first year or two the production of a plan which could be given to the Government for a unified working solution of the problem. This would be the main work which such a Section, once constituted, could perform. Any scheme for the consideration of Government not fully worked out would of course be completely useless. Mr. Alley instanced the establishment of the Country Library Service of which he is Officer-in-Charge and acknowledged that it might not have had such an opportunity of coming into being overnight had there not already been in existence a complete scheme worked out in fairly full detail; subject of course to later revision, but still a coherent whole.

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A Schools Section would have certain objectives: the training of teacher-librarians, the determination of the position of a teacher-librarian in the staffing arrangements of schools, the question of what proportion of a staff should be engaged in library duties and for what proportion of time. A further subject which should occupy the attention of the Section would be the question of provision of books. Mr. Alley again instanced as an example that with which he was most familiar—the Country Library Service, which took over some time after the old policy of doling out small subsidies to libraries for expenditure by themselves, a policy which had nothing to be said for it. It was moreover a policy in which only adult readers were considered. Even properly organised, newly constituted, and operative on a large scale as the Country Library Service had become, it still had the fault which was inherent in the old subsidy system: it still catered only for adults. This was in the nature of the Service. Only as it gathered momentum could it be made a *complete* library service for the reason that the basic organization, the co-operation between the various authorities, was not yet present to a marked enough degree to permit of a junior service being operated with moderate certainty of success. The position at present was that "out back" the field librarians of the Country Library Service were always being asked for children's books, which could be obtained from no other source, and had to meet the question with the answer that they had as yet no junior service.

However, although the Country Library Service had not yet solved all its problems there might before long be books in the libraries which the Country Library Service serves; a palliative measure not by any means equal to a service through schools, but at any rate something for the meantime. Mr. Alley went into the question of finance, remarking that there are about 100 counties, about 100 boroughs, and some town districts in New Zealand. Under the Municipal Corporations Act each of the two latter can levy 2d. in one pound on annual value and give free service. Counties may apply any portion of their funds to libraries. The local element which was so important in any system of this nature run by the Government could very well be introduced, but if free service was to be conducted it was most important that junior service should be provided as soon as the administrative side was sufficiently coherent and firmly entrenched to support it. The partnership between the local authorities and the Government was absolutely essential; otherwise some future Government, faced with the necessity for economy, might very well prune away the whole system. Local entrenchment with contracts of service would render the system far more likely to endure . . . and all this took time.

However, in the theory on which such a department as the Country Library Service operated, a supply of books to children was an essential feature, as necessary to success as the supply of books to adults. Society as a whole had to be considered. There was perhaps an element almost of cruelty in the provision of books to children without making books available to them in later life, and the provision of books to adults who had as children been starved for literature was almost meaningless. It was most important that society as a whole should be considered.

Therefore, taking these principles all in all, it was obvious that in the end some provision of books to children on a wide scale would have to be undertaken. There was, however, an era of hard work and hard thinking necessary first. It was to help in this period that the co-operation of the school teachers was sought.

MR. MASON.

Mr. Norrie then introduced Mr. Mason, Librarian of the Hutt Valley High School, the only other speaker on behalf of the Association, who spoke of the assistance now rendered to school libraries by the New Zealand Library Association. Mr. Mason formulated the aims of a school library as (1) to provide the information which a pupil seeks, (2) to stimulate new interests, (3) to provide good mental recreation. In order to accomplish these objects two needs confronted the school librarian: (1) funds and (2) expert information as to making full use of the equipment, etc., at his command. Lack of equipment could be remedied by the Education Department. There was still much to be done, but that was a matter which *could* be dealt with internally. There were, however, many problems in which the Association could help, had helped, and was helping, particularly with the second problem of how to use equipment, etc. The Association had been of assistance in planning libraries, planning the arrangement and construction of furniture; such details as the amount of space allowed for a chair, the height of shelves, etc., being of prime

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importance. It had helped with equipment such as catalogue cabinets, often samples had been supplied of stationery and furniture. The Association's library of text books had been at the service of school members of the Association, together with systems of classification explained by expert officers. The instructional bulletin, a general handbook of library practice, had been placed in the hands of every school librarian who had joined the Association, and even at the moment the Wellington Branch was projecting a similar manual designed purely for school librarians. "NEW ZEALAND LIBRARIES," the bulletin of the Association, had articles of special interest to school librarians. There were in addition such books as Miss Fargo's "The Library in the School," and such periodicals as the "Wilson Bulletin" (which Mr. Alley had quoted) and "The School Library Review," books on book selection, selected lists for buying, etc. All these were made available to schools seeking them. Last year in Wellington a short series of courses for school librarians had been run for boys' and girls' libraries and had been well attended. The question of binding had received attention, fabric prices, methods of binding, etc., had all been explained. Mr. Mason indicated the particular value these ideas had had, particularly in saving time, money and laborious thinking in designing new and perhaps not altogether satisfactory systems. After this Mr. Norrie threw the meeting open for discussion.

THE RESULT.

Various school teachers present immediately rose and instanced help which had been received by their libraries from the Association. In addition a number of problems which confronted school librarians and in which the proposed Section could help were enumerated. Following this Mr. Mason moved "That the Schools members of the New Zealand Library Association constitutes themselves a body to seek affiliation with the New Zealand Library Association as the Schools Section." This was seconded by Miss E. F. Turner, of the Palmerston North Girls' High School, and carried. It was decided that the newly-constituted Schools Section should appoint a committee of seven members, these to be located in and near Wellington as far as possible, for greater convenience in the primary organization of the Section. Five members were appointed on the spot: Mr. W. W. Mason, Librarian of the Hutt Valley High School; Mr. L. B. Quartermain, Librarian of Wellington College; Mr. A. G. A. Baigent, Librarian of the Palmerston North Boys' High School; Miss E. F. Turner, Librarian of the Palmerston North Girls' High School; and Mr. N. A. Byrne, Librarian of the Wellington Technical College. Mr. Mason was appointed convener, and power to co-opt two additional members was given. Matters were put in train for the co-operation of a primary school teacher.

Matters were left at this stage, but the primary lesson which the meeting taught was the need for determining foci. Once the Schools Section has decided what its particular findings are and has succeeded in working out definite objects there can be no question but that with the volume of enthusiasm and interest displayed not only at the meeting but by individual members and enquirers beforehand, the Section should be a success and should be of value in placing the provision of books to school children throughout the Dominion on a far more satisfactory footing. The efforts of the Association to constitute such a Section as that which came into being on this occasion have extended over a long period: factors of distance and infrequency of meetings of school teachers from all over the country have so far militated against the establishment of the Section. On this occasion, however, a very representative meeting endorsed the project, a committee was set up and things appear to be well in train for an organization which can present unified requests to the Association and so receive far more substantial benefit for individual libraries members of the Association.

URGENT

Conveners of Committees who wish to bring reports before the next meeting of Council are asked to let the Secretary have them as soon as possible so that they may be circulated to Branches.

BRANCH NOTES.

CANTERBURY.

"Books and Dictatorships" will be the topic of a talk by Mr. H. Winston Rhodes, Lecturer in English at Canterbury University College, at the Canterbury Branch meeting on Monday evening, 29th May, at the Canterbury Public Library. Everyone is invited, whether a member of the Association or not, and a valuable discussion is anticipated.

OTAGO.

The Otago Branch held its first meeting for the year on March 30th. It took the form of a tea, held at the Savoy, followed by a business meeting in the Lounge.

It was attended by representatives from a number of primary and secondary schools, as well as by members of the Public Library and University Library staffs. The special guests of the evening were Dr. and Mrs. Mullin and Mr. and Mrs. Linton.

After the minutes of the previvous meeting had been read and confirmed, Mr. Harris took the opportunity of welcoming Mr. Linton, the newly appointed librarian at the Medical School, Mr. Linton suitably replying.

Following the report of the Secretary, Miss Fleming, on the business arising out of the minutes (particularly in its relation to the decisions of Conference), Miss Gordon extended the farewell wishes of the Branch to Dr. Mullin, who has recently retired from the position of librarian at the Medical School, and who made a characteristically delightful speech in reply.

The speaker for the evening was Miss Dorothy Neal, who gave an interesting and illuminating account of the more important achievements, to date, in the organisation of the school library service in Dunedin.

Mr. Davidson, headmaster of the Macandrew Road School, spoke in appreciation of the splendid work that has been done by Miss Neal.

At the conclusion of the meeting Mr. Harris welcomed the new members, and briefly explained the aims and objects of the Association.

WELLINGTON.

The committee of the Branch met on April 12th to discuss the work of the Branch during the year. The Committee considered that the functions of the Branch could be served best by combining the lecture system with a programme of projects on which sub-committees would work. To this end it was therefore decided to reduce the number of Branch meetings to four, to be held approximately every two months, and to recommend that the Branch set up sub-committees to work on the following projects: (1) School Librarians' Manual. (2) Union List of Librarians' Textbooks.

A further decision of the Committee was to ask the Branch to make a recommendation to Council "that consideration be given to the abolition of the five shillings conference registration fee."

A sub-committee elected at the annual meeting to enquire into the constitutional position of the branches and the parent body hopes to be able to make a report in the near future.

GENERAL NEWS

Otago University.

Mr. John Harris, Librarian, notes that the Otago University Library is the first large library apart from Mr. Bliss's own (the College of the City of New York) to make use of the new "Bibliographic System" and says that Mr. Bliss has suggested that, in view of the pioneering work done at the Otago University Library, that Library should co-operate with him in the development of some part of the system. Another useful work which is being undertaken by the Otago University Library is a card index to the "Otago Daily Times." The index is confined to such material as appears likely to be required in connection with University or research work, debates, etc., and is added to daily. Overseas news is omitted, as this is adequately covered by "Keesing's Contemporary Archives." The indexing of a daily newspaper can well become an important part of the work carried on by a library and is often of great assistance to enquirers.

Reduction in Price.

"The New Assistant or the Junior's Vade Mecum," edited by Alex. J. Philip, which was

reviewed in the January issue of NEW ZEALAND LIBRARIES on page 44, has been reduced in price to 3/-.

Miss G. L. O. Jeffreys.

Miss G. L. O. Jeffreys, M.A., Assistant Librarian, Canterbury University College, returned in February from her leave of absence, during which she studied at the School of Librarianship, University of London, gaining the Diploma of Librarianship, and visited libraries in Great Britain and America. In the United States she worked for a few weeks on the Philadelphia Union Catalogue, a huge project to record in one combined catalogue the books held by 165 libraries of all kinds and sizes in the Philadelphia metropolitan area.

Mr. Herbert Baillie.

In a publication, "The American Library: Milestones and Signposts," a chronology from 1638 to 1937 issued by the Public Library. Newark, New Jersey, U.S.A., the year 1908 has the following entry:—

"New Zealand studies American libraries in the person of Herbert W. Baillie, of Wellington, who visits Cleveland, Pittsburgh, Buffalo, Brooklyn, Newark, Washington, Boston and Chicago and addresses the Minnetonka Conference." The pamphlet also notes the formation of the New Zealand Libraries Association in 1910.

Mr. Baillie also prepared a paper on New Zealand libraries for the 1904 (International) conference of the A.L.A.

It is now some years since Mr. Baillie retired from active librarianship. He is still known to very many of the members and is remembered by his work as Chief Librarian of the Wellington Public Libraries and as for a long time Secretary of the Libraries Association of New Zealand, now the New Zealand Library Association.

Microfilm.

The Massey Agricultural College Library is prepared to supply on 35 mm. film, copies of articles, illustrations, etc., from periodicals or books, on occasions when the material is genuinely needed for research or other serious work and when for some reason it is undesirable that it should be lent under the normal inter-library loan arrangement.

The price of film copies will be 3d. per page. This price should not be regarded as setting any sort of standard for a future wider service, as it is purely the result of co-operation between the Botany Department and Library of the College with a view to removing some of the difficulties of interloan that exist at present between the many small scientific and other institutional libraries.

An efficient and useful reader for short pieces of microfilm (35mm.) is a child's toy now on the market. It is called the "Novelview stereoscopic viewer," and is manufactured by the Novelart Manufacturing Co., 3620 33rd Street, Long Island City, N.Y.

The price in New Zealand of these simple devices is 2s. 9d. each, from which it will be seen that even the smallest library may now avail itself of microfilm service.

All that is necessary to adapt it for reading 35mm. microcopies is to look through one lens instead of the two which are provided.

Novelview stereoscopic viewers may be obtained from Messrs. Collinson & Cunninghame Ltd., Broadway, Palmerston North. Together with the viewer, a collection of stereoscopic views, principally of American scenes from fairy tales and famous stories, may be obtained gratis.

Question Time.

One of the suggestions made for future Conferences of the Association is that a "Question Time" should be included in the programme. The delegates would sit together at an informal meeting and those librarians in search of information would simply rise and ask questions of those best qualified to answer them. It is suggested that those who are able to give some notice of their questions should write to the Secretary giving notice of the questions they propose to ask, and it is also hoped that comments will come forward as to the desirability or otherwise of holding such a session if it can be included in the programme.

Australia.

"The School Library Review," which is the official organ of the School Libraries Section of the Library Association, London, contains in its issue Vol. 2, No. 3, Easter Term, 1939, an article by Mr. W. H. Ifould, Principal Librarian of the Public Library of New South Wales,

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which contains in the space of a little less than two and a half pages an excellent summary of the box library system as in operation for the benefit of schools in New South Wales and also on the subject of the provision of technical aids for school libraries.

Rangiora Borough Council.

Applications close Monday, 22nd May, with the Town Clerk, Rangiora, for the position of Librarian at the Rangiora Free Library. Salary £150 to £165 according to qualifications. Conditions may be obtained from the Town Clerk, Rangiora.

Victoria University College.

The report of Mr. H. G. Miller (Librarian) on the work for the year ending 31st December, 1938, mentions that with the last of the five grants from the Carnegie Corporation the total value of the gifts, including the Fine Arts and Music Collections, received from the Carnegie Corporation of New York, is something over 35,000 dollars.

The reclassification of the library according to the Library of Congress system is continuing.

Mr. Miller also notes that a member of his staff, Miss Isaac, has been engaged for some time on the preparation of a handlist of all periodicals held in university and other learned libraries in New Zealand. All the data has been assembled and the list is ready for printing.

About a hundred frames to hold reproductions of pictures have been purchased and are being distributed through the lecture rooms. The frames have been so designed that the pictures may be changed with the minimum amount of work.

Ornithological Oddities.

The Wellington Public Libraries recently purchased a supply of Penguin books for the Central Lending Department. These are at the moment being strengthened for issue to the public. Hard on the heels of this decision comes a note in "The Librarian" for March, 1939, Vol. 28, No. 7, discussing the pros and cons of Penguin and Pelican books, "Fact" magazines, and so on as library stock. As we go to press the latest number of the Canterbury University College "Library Record" is to hand. Mr. Collins also has acquired a collection of Penguin books.

Possible publicity for Penguins and Pelicans received as library stock might consist of a picture of two birds of each kind facing each other above a shelf containing these books kept as separate stock.

Library Association (London).

The December, 1938, examinations are the subject of a long article in the March, 1939, issue of the "Library Association Record," Vol. 41, No. 3. The questions set with the answers supplied are very carefully analysed in all three divisions, and the principal cause of failure appears to be simple immaturity, indicating that so far as the greater number of candidates are concerned there are many who sit the examinations before they are sufficiently equipped from the point of view of general background. The analysis of answers is well worth the consideration of anyone who intends to sit the examinations.

Trade Catalogues.

The Wellington Public Libraries have for some time past been compiling a collection of manufacturers' catalogues with a view to helping persons importing goods into the country to make their selection. Considerable use is made of these trade catalogues. The March, 1939 issue of the "Library Association Record," Vol. 41, No. 3, deals in an article by Harold Jolliffe, F.L.A., with house journals and the stock of the public library. A house journal is a publication issued at intervals by a single firm or by a group of firms to "cover" any or all of the following sections of the community: (1) staff of firm or firms, (2) wholesale and retail houses, (3) general public, *i.e.*, actual or potential users, (4) specialised public, *i.e.*, those likely to interest (3), *e.g.*, Chambers of Commerce, Doctors, Architects, etc. The value of the publications in the various classes is discussed and some useful examples are given.

Appointments.

Miss S. L. Washbourn and Miss T. Boyles have recently been appointed student assistants at the Otago University Library. Miss A. Shannon and Miss H. M. McIntyre have been appointed to the staff of the Wellington Public Libraries. Miss J. E. Durrad has resigned, and is proceeding to England on a Johanna Lohse Scholarship.

Examination Dates.

The May examinations of the Library Association (London) will be held in New Zealand on Monday, 29th May, and Tuesday, 30th May.

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Wanganui.

The annual report of the Wanganui Public Library for the year ending 31st March, 1939, shows very satisfactory work. There has been a change in emphasis from fiction issues to those in more serious subjects. A very pleasing sign is an increase of 45 in membership of the Young People's Library.

Fiction Buying List.

During 1938 the Standing Committee on Fiction completed the compilation of a Fiction Buying List in five parts as follows: (1) Novelists in the history of the novel in English. (2) Translated novels. (3) Modern novelists: English and American. (4) New Zealand and Australian novelists. (5) Popular novelists. Only a limited number of copies of this buying list are available, and Council's decision on the subject of its distribution was to the effect that it should be sent to those libraries which made early application for copies. Libraries therefore which would like a copy of this list, which is a long and carefully compiled document, should make immediate application to the Secretary, P.O. Box 1529, Wellington, C.1.

Wanted.

Mr. John Harris, Librarian of the Otago University, is anxious to secure proceedings of the Fifth Conference of the New Zealand Library Association. These are out of print, but any member having a copy which he can spare is asked to be good enough to communicate with Mr. Harris.

REVIEWS.

"CHECK LIST OF BOOKS ON GARDENING." New Zealand Country Library Service, Wellington, N.Z., April, 1939. 36 pp.

Another excellent publication is to hand from the Country Library Service, a Check List of Books on Gardening in 36 pages compiled from many sources. The list has been sent out to various libraries asking their co-operation in the following manner: (1) Experts are asked to go through the list and indicate which books they think should be stocked in New Zealand libraries; (2) librarians are asked to check the list against holdings and also to indicate the books which should be stocked in various types of libraries.

The list has been sent out in duplicate and, after being marked, one copy should be returned to the Country Library Service, Parliament Buildings, Wellington, the other being kept for reference.

"REFERENCE BOOKS OF 1935-1937. AN INFORMAL SUPPLEMENT TO *GUIDE TO REFERENCE BOOKS*, SIXTH EDITION," by Isadore Gilbert Mudge. 69 pp. Chicago, A.L.A., 1939. 90c.

This publication, which has just come to hand, is attractively printed in large type and continues the *Guide* in two respects: (1) by listing entirely new works and new editions which have appeared during the period 1935-37, and (2) by indicating new parts of reference continuations which were listed in the *Guide* as still in process of publication.

"PUBLICITY PRIMER." An a.b.c. of "telling all about the public library," by Marie D. Loizeaux. Second edition revised. The H. W. Wilson Co., 950-972 University Avenue, New York. 1939. 72 pp.

The first edition of this work appeared in 1937. The present, which is most attractive typographically, is calculated to be useful to the librarian of the large and medium-sized library. The chapter headings are stimulating in themselves. "Publicity: what and what for?", "But Who's Going to Do It?", etc. The longest chapter is entitled "Publicity Angles" and goes very fully into many methods of modern library publicity, including some which have been little exploited in New Zealand. The only adverse comment which could be made of the book is to the effect that it is by no means long enough. No price is quoted, but the book, although admirably printed, has only a light card cover and is not of an expensive type.

"BACKGROUND READINGS FOR AMERICAN HISTORY. A BIBLIOGRAPHY FOR STUDENTS, LIBRARIANS AND TEACHERS OF HISTORY," compiled by Jean Carolyn Roos. H. W. Wilson Co., 950-972 University Avenue, New York.

Miss Roos is the Head of the Stevenson

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Room of the Cleveland Public Library, and this booklet, the second revised edition, although dealing with the history of the United States, will none the less have considerable value in this country. The lists are divided into various historical periods, and each is subdivided as fiction and non-fiction. Many famous books are included.

"KEY TO THE OUT-OF-DOORS: A BIBLIOGRAPHY OF NATURE BOOKS AND MATERIALS," compiled by Richard James Hurley. H. W. Wilson Co., 950-972 University Avenue, New York.

Mr. Hurley's bibliography annotates books, pamphlets and films dealing with Astronomy, Meteorology, Geology, Plants, Trees, Insects, Reptiles, Amphibia, Water Life, Birds and Mammals. The material is selective rather than comprehensive, although the book contains over 250 pages. Its use in a New Zealand library of medium or large size could be considerable and important.

"SURVEY OF LIBRARIES IN CANADA, 1936-38." Issued by the Dominion of Canada, Bureau of Statistics. Ottawa. 1939. 74 p.

This survey of libraries is Part III. of the biennial survey of education in Canada conducted between 1936 and 1938. It is rather more ambitious in scope than the analogous Census and Statistics information which is published by the Government Statistician in New Zealand, library statistics here being still in their infancy. The subjects covered are Library Standards in Cities, The Salaries of Librarians, Who Uses the Libraries, What They Read, Circulating Picture Collections, Art and Museum Exhibits, Financial Support, Regional Libraries, Travelling Libraries, Open Shelf Libraries, Provincial Departments or Commissions—all of the foregoing being under the main heading Public Libraries—while there are further chapters devoted to University, College and Professional School Libraries, Business, Technical Society and Government Libraries, School Libraries, Hospital Libraries, Librarians, Their Training Centres and Associations, with notes on librarianship as a profession, schools of library science and library associations. There is an appendix on Recent Publications on Canadian Libraries, with statistical tables which comprise Part II. of the survey listing libraries individually. The survey gives an excellent idea of the library service which is being rendered in Canada. Library work in Canada is not, the foreword comments, as advanced as it is in the United States. Using circulation per caput as a measure, it is found that Ontario is the only province in which the volume of library work is as great as in the average American State, while in the Dominion as a whole the figure is just half as high. In the United States the proportion of the population without public library service at all is about one-third. Canada in cities with a population of over 10,000 is covered to the extent of 92 per cent. by public library service; in towns and villages 42 per cent. is covered by public library service; while in the rural areas, comprising very nearly half the population of Canada, only 5 per cent of the total is served by public libraries. There is a higher percentage of rural population in Canada than in the United States, "but," comments the report, "rural residence can no longer be considered an insuperable obstacle to satisfactory library service after the demonstrations of the last few years in British Columbia and Prince Edward Island."

An interesting feature is to be found in the fact that more than one-quarter of the patrons of the public libraries in Canada are boys and girls and that an increasing value is being recognized in close co-operation with the schools.

Microfilm as an aid to research and the preservation of documents has begun to make its appearance in Canadian libraries. The Toronto and Kitchener Public Libraries, Acadia University, McMaster University, St. Michael's College, the University of Toronto, and the Department of Agriculture at Ottawa have all microfilm projection apparatus in their possession.

The other sections of the report are on a par with the introduction and comparison with New Zealand conditions can usefully be drawn at many points.

"GUIDE TO AUTHORS OF FICTION," compiled by the New Zealand Country Library Service. Wellington, New Zealand, February, 1939. 95 pages plus a subject index and a note on the history of the novel.

The purpose of this excellent guide to the authors of fiction, which is the latest of the publications of the Country Library service, is to help the smaller libraries which have no

bibliographical tools. There are some 700 authors listed alphabetically with references from the pseudonym or pen-name where this is commonly used. The list forms a check list, a source of information about the authors themselves, and a guide to the authors whose works can be obtained from the Country Library Service. There are, however, many authors whose names are not on the list and the introduction remarks that these are ones which libraries might wish to buy for their own stocks. The subject index is an attempt to classify the novels listed according to some scheme. It is not claimed for it that it is complete and it is intended for quick reference only. A bibliography of the material used in the compilation of the "Guide" is appended. The short note about the history of the novel, occupying only five pages, is an excellent conspectus of the novel in literature generally and is not confined to English or indeed European literature. The subject index covers such diverse subjects as business, clergy, crime and criminals, family chronicles, fishermen, international intrigue, Jewish life, fiction of literary distinction, fiction by locality, psychological novels and short stories, novels dealing with social conditions and problems, translated stories, etc., and is really a practical handbook, which, while calculated to be of great value to those libraries adhering to the Country Library Service would be of outstanding use to any borrower who, entering the doors of his own public library, was confronted with rows of fiction from which he had to make a selection. Some such guide as this has been needed for years by the librarian of the average public library, and the greatest credit is due to the Country Library Service for having prepared it in so practical and easily used a form.

A CUTTINGS FILE FOR THE SMALL LIBRARY.

(By Miss N. J. Moore, Reference Department, Wellington Public Libraries).

One of the most interesting, as well as important, parts of Reference Library work is the building up of the cuttings and pamphlet file. Most libraries, whether large or small, find themselves before long confronted with a mass of miscellaneous material, which if organised and arranged according to some definite system, would afford a wealth of information on current topics of every imaginable subject, supplementing the book and magazine collection.

An excellent method of dealing with material such as newspaper clippings, small pamphlets (which have a temporary interest but are not worth while binding or cataloguing), publicity material, reports, and, in fact, material of all kinds which is of passing interest but not suitable for full cataloguing is to collect it together in manilla envelopes and file vertically either in boxes or special cabinets. An alphabetical arrangement by subjects is very effective, easy and quick to use, although for it to be really practicable it should be thoroughly self-indexed in that adequate cross-references should be provided. The subject headings are best standardized, the "Reader's Guide to Periodical Literature" or Sears' "List of Subject Headings for Small Libraries" being excellent guides to follow. A classified arrangement, if preferred, can be used, although this method entails a great deal more work, each article having to be classified; and in some respects it is not so easy to handle. Moreover, to be really effective, it needs to be supplemented by a subject index of some description: the ephemeral nature of the material hardly warrants such detailed preparation.

Cuttings are selected for their topical interest or because they contain some information not to be found in books—topics relating to obscure subjects, new subjects, contemporary biographies, material on current questions of economic, political or social interest, especially for purposes of debates or any other items likely to be the subject of enquiry should be included. Daily papers should be examined every day for such articles. It will be necessary in most cases to select one paper and to use this regularly as no assistant is likely to have time to examine more than one. As the items are cut out they are marked with the date and initials of the newspapers and put into a box or special place to await classifying and filing. Also back copies of magazines, etc., no longer of use in the library may be examined and suitable topics cut out.

Materials of more permanent value, such as biographies of local men and women and material of local historical or local interest, being also of permanent value, is best mounted

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on stiff cardboard. If it is thought necessary the latter material may be kept in a separate file. This is what is commonly known as a local file and may include biographies of well known local people. A valuable collection of these may be built up by cutting out obituary notices which give valuable biographical details, as also do Honours Lists, etc. Material on both local industries, events of historical interest, local literature, art and music, in fact any material of similar value worth preserving may be included.

It is most important that the cuttings file should be gone through at regular intervals and items which have become out of date or are no longer of interest eliminated. Some of the material will have been superseded by books and be no longer of first importance. It should be kept neat and orderly and not be allowed to become overcrowded. Subject headings may be lettered neatly in black ink or typed on slips and pasted on the folders. Typed headings give a neat appearance, while lettered headings usually stand out more clearly and are easier to read.

One may ask whether a library is justified in spending the time and effort necessary to build up this file and to keep it up to date and easily accessible. The answer is to be found in the experience of those libraries which have tried the experiment and discovered what a valuable asset a cuttings file may become.

CORRESPONDENCE.

LEGISLATION AND CONSTITUTION.

Dear Sir,—

Your article in the April issue of "NEW ZEALAND LIBRARIES" was particularly interesting to me, as I have recently been concerned with one aspect of the election of officers which I consider important for more than one reason. Our present system is to change the President annually, and if you refer to the result of the 1939 Election of Officers you will find that at least five past Presidents had to submit to election for seats; four were successful and one not. My contention is that if a person has been through the Presidential chair his experience and ability should not be lost to the Council. In the new constitution provision could be made to include all Past Presidents, *ex officio* members of Council, and their retention of same would be subject to their attendance at a fixed number of council meetings and/or conferences. This would leave the whole of the elective seats (at present eight) for other active members and delegates without competition from Past Presidents and would, I think, react with more favourable results to the Association and greater satisfaction to members and delegates. Whatever the result of the Elective seats, there would be a leavening of experienced members to counsel them on any matter. *Sectional Representation.* I very much doubt if any good result will be achieved by sectional representation being confined to various types and sizes of Libraries. Our present method, where Councillors represent the whole and not any section of the Library world, is much to be preferred, but it is desirable that they be elected in *Conference.* I stress *Conference* because I consider that in some instances the Councillor elected by, say, a Branch may or may not attend *any* Conference, and to be an elected member of the Executive body calls, in my opinion, for just sufficient keenness and self-sacrifice from any nominee that he should attend Conference and become acquainted and exchange views with others with whom he desires to work and professes to represent. If this matter comes before Council no doubt I will be able to enlarge a little more then.

Yours, etc.,

W. C. PROSSER.

AN A.A.L. FOR NEW ZEALAND?

Dear Sir,—

It is generally conceded that the New Zealand Library Association, engaged as it is in the formulation of national policy, can do little for the individual assistant in the way of organization of open discussion, debates, etc. The library assistant is a trifle disgruntled for, as if this were not enough, a peculiar system of voting robs him of any share in the election of officers—unless, of course, he attends Conference.

The latter grievance was aired early this year when Conference discussed remits submitted by the Wellington Branch. This Branch is largely composed of young library assistants who find it difficult to attend Conference. Their non-attendance automatically debars them from voting, and so each year new officers of the major body are elected who, the assistants contend, are not fully representative of all the New

Zealand libraries and library assistants. The suggested solution of the difficulty as offered by the Wellington Branch contains elements of risk and if adopted would probably play havoc with the governance of the Association.

Perhaps the only completely satisfactory way of electing the Association's officers would be by means of a pre-Conference election. To obtain a representative Council one Council member should be elected from, say, each of the following nine groups: large city libraries, small city libraries, rural libraries, university and special libraries, government libraries, Country Library Service, Schools' Section, Assistants' Section and municipal bodies.

The Branch system of the New Zealand Library Association is probably at the root of the first grievance mentioned above. Each branch naturally cannot have a national outlook and so some of our colleagues engaged in branchless areas are left out in the cold. This lack of co-ordination is probably the strongest argument for the establishment of a section of the Association composed of library assistants. With a national organization such as this, Council representation difficulties could be easily overcome by the election of the assistants' representative by the assistants' section as a whole.

A draft constitution of the section could be something like this:—

Association of N.Z. Assistant Librarians.

1. *Name.* The Association shall be called the Association of Assistant Librarians (Section of the N.Z.L.A.) hereinafter referred to as "The Association."
2. *Objects.* Its objects shall be to promote the professional, educational and social interests of its members by reading of papers, by discussions, by meetings of a social character, and in such other ways as may be approved by the Council.
3. *Members.* All library assistants shall be eligible for election as members.
4. *Management.* The affairs of the Association shall be managed by a Council, constituted as hereinafter provided and in accordance with this constitution.
5. *Finance.* Income shall be derived from capitation grants from funds of the N.Z.L.A.
6. *Officers and Council.* (a) Officers: The officers of the Association shall consist of a President, Vice-President, Hon. Secretary, Hon. Treasurer, and an Hon. Editor.

   (b) Council: Each division of the Association shall elect annually one representative to serve on the Council.
7. *Meetings.*
8. *Divisions.* Divisions of the Association may be formed for the promotion locally of the objects of the Association. The promotion of objects of the Association of a national interest shall be reserved to the Council. The Council shall decide the area to be covered by a proposed division.

There are in New Zealand assistants and librarians who will be interested in the establishment of an association of this kind, and they are invitved to forward comments, either to the Hon. Editor or to myself, c/o The Wellington Public Libraries, P.O. Box 1529, Wellington, C.I.

Yours, etc.,

W. J. R. SCOLLAY.

BOOK LIST

No annotations are given where titles are sufficiently self-explanatory, or for lighter fiction by well-known authors. All prices shown are published prices.

GENERAL WORKS:

Seldes, G.—Lords of the press. Messner. $3 1938 071

Behind the scenes in American newspapers. Puts the case for Labour dailies.

PHILOSOPHY:

Mulholland, J.—Beware familiar spirits. Scribner. $2.50 1939 133.9

Readable account of spiritualism, with the histories of famous and infamous mediums.

RELIGION:

Belton, L. J.—Creeds in conflict. Dent. 6/- 1938 290

Examines the main sects and cults existing in Britain outside the main stream of Christian and Jewish traditions.

SOCIOLOGY:

Bruce, M.—British foreign policy; isolation or intervention? Nelson. 2/- 1938 327.42

Brief discussion of the strength and weakness of contemporary foreign policy.

Cadbury, G. S.—Young offenders yesterday and today. Allen & Unwin. 3/6 1938 364

Brief history of the treatment of child criminals from Saxon times to the present.

Combs, F. L.—The harrowed toad. Dent. 5/- 1939 370.4

Essays, chiefly on education, by a New Zealand schoolteacher.

Finch, R.—The world's airways. University of London press. 5/- 1938 387.7
Describes the main air routes, aircraft and airports of the world to-day.

Hutton, G.—Danubian destiny. Harrap. 7/6 1939 327.4
A survey of European problems arising out of Munich.

NATURAL SCIENCE:

Proctor, M.—Everyman's astronomy. Scientific book club. 2/6 1939 523

Taylor, F. S.—A short history of science. Heinemann. 8/6 1939 509

APPLIED SCIENCE:

Aaron, H.—Our common ailment, constipation; its cause and cure. Dodge. $1.50 1939 616.34
Advice for the layman, with an exposé of quack remedies.

Burdon, R. M.—High country; the evolution of a New Zealand sheep station. Whitcombe & Tombs. 8/6 1938 630.995

Ewing, I. R. and A. W. G.—The handicap of deafness. Longmans. 12/6 1938 617.8
Authoritative treatment of the problems of deafness and the methods devised for dealing with them.

Lancaster, H. M.—Laundrywork. Pitman. 8/6 1938 648.1
Covers the whole field from large scale laundry to the home wash.

FINE ARTS:

Boumphrey, G. M.—Your house and mine. Allen & Unwin. 15/- 1938 728
Why our houses are what they are, and whether they are what they might be.

Ratcliff, N.—Rude mechanicals: a short review of village drama. Nelson. 2/- 1938 792
Practical advice to amateur producers.

Raymond, W. A., & Mosher, S., eds.—Coins of the world. Raymond. $3 1938 737
A complete list of all the coins of the world, and their collectors' values. Twentieth century issues only.

Youngberg, E. S.—Mechanical drawing. Pitman. 3/6 1938 744

LITERATURE:

Knox, R. A.—Let dons delight. Sheed and Ward. 7/6 1939 827
Imaginary conversations in an Oxford common-room during three centuries.

Mair, J.—The fourth forger. Cobden-Sanderson. 8/6 1938 822.33
The story of a celebrated literary hoax, William Ireland's Shakespeare forgeries.

Mulgan, A.—First with the sun. Dent. 7/6 1939 824
Accomplished essays by a New Zealand writer.

TRAVEL:

Ahlmann, H. W.—Land of ice and fire. Tr. Kegan Paul. 12/6 1938 914.91
Exploring the Vatnajokull, the Iceland icefield.

Wilkinson, W.—Puppets through America. Bles. 7/6 1938 917.3
A showman's experiences in America.

BIOGRAPHY:

Gritzbach, E.—Herman Goering: the man and his work. Hurst & Blackett. 8/6 1939
Authorised biography.

New Yorker.—Profiles from the New Yorker. Knopf. $3 1939
Brightly written sketches of twenty-three celebrities, including Queen Mary, Father Devine and Bishop Manning.

O'Casey, Sean.—I knock at the door. Macmillan. 10/6 1939
The author's early life as a poor boy in Dublin.

HISTORY:

Bell, W. G.—London tells her story. Routledge. 6/- 1938 942.1
The story of London from Roman times to our own day.

Calder-Marshall, A.—Glory dead. M. Joseph. 15/- 1939 972.98
Indictment of British rule in Trinidad.

Jackson, J. H.—Finland. Allen & Unwin. 8/6 1939 947.1
History of Finland from the twelfth century to the present.

Mowrer, E. A.—Mowrer in China. Penguin. 6d. 1938 951
Impressions of war-time China by the author of "Germany puts the clock back."

Reed, Douglas.—Disgrace abounding. Cape. 10/6 1939 940.5
Further comments on recent events in Europe by the author of "Insanity Fair."

FICTION:

Aldrich, B. S.—Song of years. Appleton-Century 8/6
Pioneer days in Iowa.

Caldwell, T.—Dynasty of death. Collins. .. 10/6
Written around the armaments industry.

Farrell, J. T.—No star is lost. Constable. .. 8/6
Further studies of slum life in Chicago, continuing the story of Danny O'Neill.

Hibbitt, E. A.—Lowtown. Duckworth. .. 7/6
Working class life in industrial England.

Jerold, I.—Rainbow in the morning. R. Hale. 7/6.
A study of a girl who started life with an inferiority complex.

Kamban, G.—I see a wondrous land. Nicholson 7/6
Iceland and Greenland in the tenth century.

Liddell, R.—Kind relations. Cape 7/6
Study of childhood.

McDowell, W.—Roughanapes. Hodder & Stoughton 8/6
The life of a boy in an English fishing village who has social aspirations.

Mannin, E.—Darknes my bride. Jarrolds. .. 7/6

Mottram, R. H.—You can't have it back. Hutchinson 7/6
A middle-aged man's experiences with love.

Newman, B.—Maginot line murder. Gollancz. 7/6

Strachwitz, C., ed.—Great stories from Austria. Pallas publishing co. 8/6
Eleven short stories by modern writers.

Toksvig, S.—Port of refuge. Faber & Faber. 7/6
Experiences of a Swedish girl as a factory worker in America.

Wright, R.—Uncle Tom's children. Gollancz. 7/6
Four stories, by an American negro, of the persecution of his fellows.

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